# **OER17 Sponsorship & Exhibition Form**

Please complete all relevant parts of this form and return to [finance@alt.ac.uk](mailto:finance@alt.ac.uk). If you would like to speak to someone about sponsor and exhibitor opportunities before submitting this form in the first instance please contact [enquiries@alt.ac.uk](mailto:enquiries@alt.ac.uk) or call + 44 1865 484 125.

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| --- | --- |
| **Name** |  |
| **Organisation** |  |
| **Email** |  |
| **Phone number** |  |
| **Sponsorship option (select)** | * Gold Sponsor: (member) £1200 * Gold Sponsor: (non-member) £1500 * Exhibition (member): £500 * Exhibition (non-member): £750 * Other sponsorship (please provide detail)   Member rates are only available for Sponsoring or Partner Members of ALT who are in good standing. |
| **Invoice address** |  |
| **PO number** |  |
| **Confirmation** | By signing this form you agree to take up the package as indicated above under the terms and conditions set out below including the cancellation policy. |
| **Signature** |  |
| **Date** |  |
| **Details to be displayed on conference platform:** | |
| **Organisation** |  |
| **Website** |  |
| **Twitter** |  |
| **Logo attached** |  |
| **100 word company description** |  |

**Terms and conditions**

ALT is a Registered Charity number 1160039 and VAT is not charged.

Places will be allocated on a first-come, first served basis upon receipt of the completed form. Payment is due prior to the event within 30 days of the date of the invoice. Cancellations made in writing will be charged min. 50% of the total amount if made up to 3 months before the event. Cancellations made after that date will not receive any refund. Sponsorships agreed less than 3 months prior to the event will not be eligible for any refunds should the sponsorship be cancelled.